

Exminster Parish Council Meeting Minutes

Monday 7 December 2015 at 19:30 in the Victory Hall, Exminster

Chairman: Josie Walledge

15/523	<p><u>Public open session</u></p> <p>Comments:</p> <ul style="list-style-type: none"> The Parish Councillors, District Councillors and County Councillor were thanked for their work over the past year. 	
Part 1		
15/524	<p><u>Present</u></p> <p>Cllr Peter Chandler (PC), Cllr John Goodey (JG), Cllr Derek Madge (DM), Cllr Chris Maynard (CM), Cllr Richard Morgan (RM), Cllr John Ponsford (JP), Cllr Josie Walledge (JW), Cllr Adrian Wood (AW).</p> <p>Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Devon County Councillor: Alan Connett (AC) Teignbridge District Councillors: John Goodey (JG), Kevin Lake (KL) Public: 2</p>	
15/525	<p><u>Apologies accepted from</u></p> <p>Cllr Lorne Smyth due to illness.</p> <p>The Clerk reported that Cllr Chrissy Hussey had resigned from the Parish Council due to personal reasons. Teignbridge District Council (TDC) would be informed and a notice advertising the vacancy would be placed on the notice board.</p>	JD
15/526	<p><u>Declaration of interest on Agenda Items</u></p> <p>None declared.</p>	
15/527	<p><u>Dispensation requests regarding Code of Conduct</u></p> <p>None received.</p>	
15/528	<p><u>To approve the Draft Minutes of the EPC Meeting held on 16 November 2015</u></p> <p>It was resolved to approve the draft minutes without amendment.</p>	
15/529	<p><u>County Councillors Report on items other than those on the agenda</u></p> <p>No update.</p>	
15/530	<p><u>District Councillors Reports on items other than those on the agenda</u></p> <p>Cllr Lake reported:</p> <ul style="list-style-type: none"> There had been an additional police presence in the village over the last couple of weeks following reports of inappropriate contact of unaccompanied children. An investigation into the assaults was ongoing. <p>Cllr Goodey reported:</p> <ul style="list-style-type: none"> A scheme called Rent Plus was interested in a proportion of the affordable housing provision at the Courtenay Grange (Sentrys Farm) development. The providers had offered to explain the scheme to the Parish Council as it may require some input in order to move forward with their proposal. It was resolved that a Public presentation to the Full Parish Council would take place before the first meeting in January at 7.00pm, with the Council meeting following at 7.30pm 	JD/ JG
15/531	<p><u>Chairman's Report</u></p> <p>The Chairman reported:</p> <ul style="list-style-type: none"> Debris from the football field had accumulated on the land adjacent to the field at the top of Reddaway Drive following high winds on Saturday. The Clerk reported that Exminster Recreational Trust (ERT) had been contacted and had agreed to remove it. Mr David Nappin had expressed concern about the size of the new bus station in Exeter and the potential impact on Exminster residents. A report from the Transition Exeter Transport Group had also raised similar concerns. It was agreed to circulate the email from Mr Nappin to allow individual Councillors to comment if they wished to. 	JW/ JD

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15/532	<p><u>Clerk's Report</u> The Clerk reported:</p> <ol style="list-style-type: none"> 1. The end lamp on the Cemetery path had been reported broken. On inspection the lamp housing appeared to have been knocked off by a tree branch. TDC had repaired the lamp and would trim the tree in the near future. 2. TDC had advised that the Christmas Tree collection would take place at the Victory Hall car park on the weekends of 2nd and 9th of January 3. TDC had asked whether the date of 27th February was convenient for the Rural Skip service to be sited at the Victory Hall car park. Council had no objections to this date. 4. There had been a minor traffic collision at the junction of Deepway Lane and Townfield on the 27th November at approximately 08:30am. The Police and ambulance attended but no-one was hurt. 5. The Revised Regulation 123 List had been circulated to Councillors with their papers. Cllr Wood agreed to speak about the amendments at the next Parish Council meeting. 6. A meeting had taken place with the sub-contractor who cut the grass verges for Devon County Council (DCC) Highways. Quotes had been requested for cutting the strips on the verges that were currently being left uncut. The quotes would be brought to the Parish Council meeting in January. 7. Mr Tim Baker, agent for the Matford Home Park Development, had been contacted as requested at the last Parish Council meeting. The response confirmed the following: <ul style="list-style-type: none"> ○ Provision of allotments would be discussed with the Parish Council at the Reserved Matters stage. ○ There was a plan to offer an area of site on the frontage for a commercial nursery, but further information would not be available until the Reserved Matters stage. ○ The build out rate would be approximately 30 to 40 per annum, depending on market conditions. No start date could be estimated as the planning application submitted under Community Infrastructure Levy had not yet been determined. 8. A complaint had been raised about the [safety of the] play area on the Milbury Reach development. TDC had been contacted by Devon County Councillor Alan Connett to ask whether the area fulfilled planning obligations. 9. Delegated authority in the sum of £275 plus VAT was used to complete the tarmacking of Hospital Drive. It was confirmed that this had been completed to a high standard. 10. Delegated authority in the sum £12.68 including VAT was used to purchase bolt caps for the Playhouse in the under 8's area. 11. Councillors were reminded to bring their Register of Interests up to date, if necessary. 12. Complaints had been received about the noise from advertising banners fixed to the façade of the Victory Hall and concerns had been raised that the banners were eroding the sandstone and also presenting a Health and Safety issue due to falling debris. Following discussion, it was resolved that banners should not be hung on the front of the Victory Hall. The Clerk would write to the organisations who advertised their events in this way and the Victory Hall Trust to advise them of the decision. 	<p>JD</p> <p>AW /JD</p> <p>JD</p> <p>JD</p>
Planning Matters		
15/533	<u>Planning Applications</u>	
/1	<p>15/03144/TPO, 1 The Buntings - Felling of one tree Cllr Morgan had visited site. The tree was a eucalyptus whose roots had damaged a fence and brick column, due to its large size.</p>	

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	It was resolved that the council would comment that they would accept the advice of the Arboricultural Officer at TDC.	HH
/2	<p>JR/DCC/3815/2015, Kenbury Wood Resource Recovery Facility - Replacement trommel within the existing building, replacement fines screen and improved fines collection area Cllr Morgan explained the location of the site which was well screened and referred to some of the reports from the statutory consultees. It was resolved that the Parish Council had no comment to make on this application.</p>	HH
15/534	<p><u>Planning Decisions</u> Noted as listed below.</p>	
/1	15/02372/FUL, 30 Penny Close - Conversion of garage into living accommodation with a bay window to front and a single storey rear extension (permitted development) - GRANTED	
/2	15/02849/TPO, Limes Court Main Road - Prune one Lime tree - GRANTED	
	<u>Other Planning Matters</u>	
15/535	<p><u>APP/P1133/C/15/313675, Westfield Cacti Nursery, Kennford - Appeal against Enforcement Notice No 13/00055/ENF - Construction of a dwelling house</u> Cllr Goodey explained the background to the application which had been ongoing for some time. There were no comments from the Parish Council.</p>	
15/536	<u>Matford Development – update and discussion</u>	
1/	<p>Education</p> <p>I. <u>Response from the Creative School</u> A copy of the draft minute from the Parish Council meeting on 16 November had been sent to Ms Samantha Kinsella, a representative of the Exeter Creative School who had attended a meeting with Parish Council representatives. Ms Kinsella's response indicated that she believed the draft minute misrepresented some of the points that had been made at the meeting with the Parish Council representatives. Ms Kinsella's detailed response had been circulated to all Councillors and the comments noted. Councillors agreed that comments in the response would not have changed any decision that the Council made at the Parish Council meeting on 16 November. The Clerk had further responded to Ms Kinsella explaining that draft minutes can only be amended for accuracy of what had been said on the night.</p> <p>II. <u>Response from the Diocese</u> An email acknowledging receipt of the information sent by the Clerk had been received from the Diocese, but there had been no further communication. The Clerk agreed to ask for a response in time for the next Parish Council meeting.</p> <p>III. <u>Response from Mel Stride</u> The response received from Mel Stride indicated that he was considering the issues raised.</p>	JD
/2	<p>Artificial Turf Pitch (ATP)</p> <p>I. <u>Response from Mr Phil Shears (Deputy Chief Executive Officer TDC)</u> Mr Shears had been sent a copy of the draft minute relating to the ATP from the last Parish Council meeting. Mr Shears's response to the minute and the email from Cllr Wood on 5 November regarding the meeting that had taken place that day involving Mr Shears, Cllrs Goodey and Wood and Nick Davies had been circulated to all Parish Councillors. Cllr Goodey had spoken to Mr Shears, following receipt of the email, who had advised that he would speak with DCC in order to open channels of communication between the Parish Council and DCC although it was not in the planning authority's remit to do this.</p>	

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	<p>II. <u>Response from Cllr Adrian Wood</u> The response to Mr Shears's email, referred to in 15/536.1, had been circulated. Cllr Wood believed that the Parish Council could start to consider the provision of indoor and outdoor sports facilities at Matford, as Mr Shears did not believe that the Parish Council needed a mandate from TDC. In order to facilitate this, it was resolved that Lacey, Hickey and Caley (LHC) who had been commissioned by TDC to produce the Local Hub study for South West Exeter in July 2015, should be approached to provide a quotation to produce a report outlining the best use of the land allocation for the facilities at Matford. The quotation should be brought before the January Parish Council meeting.</p>	HH JD
Community Plan		
15/537	<u>Community Plan Projects</u>	
/1	<p>To authorise the expenditure of up to £600 to commission an independent inspection of all the equipment at Deepway Green An independent inspection of all equipment at Deepway Green had been suggested before the equipment had been in place for one year in order to address any issues arising with manufacturers and installers within a reasonable timeframe. Several companies had been contacted for quotations, but only RoSPA had not been involved with the site previously and therefore could be deemed completely independent. It was recommended that RoSPA were asked to carry out the inspection during January, within a budget of £600. Resolved.</p>	HH
15/538	<p><u>Community Plan Steering Group</u> Cllr Goodey reported that he had recently attended a meeting of the Group and that there were no matters to bring to the attention of the Parish Council.</p>	
Neighbourhood Development Plan		
15/539	<p><u>Update</u> The Community Infrastructure Levy (CIL) Liability Notice had been issued to Bovis Homes by TDC for the Courtenay Grange (Sentrys Farm) development. The total CIL due to TDC was £1,063,399, and because of the Exminster Neighbourhood Plan, the Parish Council would receive 25% of the total (£265,850), payable in 4 instalments, with the first due in October 2016. Questions were raised about how this would be reflected in the Parish Council's accounts.</p>	
Property & Amenities Matters		
15/540	<p><u>To receive the report of the tree survey and authorise actions arising from its recommendations</u> The Clerk summarised the report in terms of the hours required to carry out the recommended works and the associated cost. The total was £2340, although there would be a further charge for additional work to a Lime tree. A price was awaited for that work. It was agreed that this time of year was appropriate for carrying out the work. It was resolved to carry out all of the work outlined in the report and the additional work to the Lime tree in the sum of £2340 (plus cost of work to Lime Tree not yet advised). The work would be funded from the Asset Maintenance budget.</p>	JD/ HH
15/541	<p><u>To consider a request from the Victory Hall Trust regarding the use of the Public car park in Dryfield</u> Cllrs Ponsford and Walledge advised that they would not vote on this matter as Trustees of the Victory Hall. The Victory Hall Trust (VHT) wished to explore the possibility of spaces in the Dryfield car park</p>	

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	<p>being specifically allocated for Victory Hall users. The Trust are aware that the car park is not owned or operated by the Parish Council, but believe that the Parish Council may have some influence with TDC.</p> <p>The Clerk had initiated some tentative enquiries with TDC, who responded by asking for some more clarity on any proposals and suggested that the dialogue could continue between the VHT and TDC.</p> <p>There were comments about additional spaces being allocated to the Victory Hall being detrimental to Parishioners being able to park in the village centre and also how effectively such a set up could be enforced</p> <p>It was agreed that the Clerk would write to the Victory Hall Trust to pass on the comments from the Council and suggest that if the Trust wished to pursue the matter, they should contact TDC for their views.</p>	JD
15/542	<p><u>To receive and consider any further actions arising from the stability report on the banks at Minster Park, Reddaway Drive</u></p> <p>There were three recommendations in the stability report and the Clerk had sought quotations on the cost of carrying out further investigative works which were circulated at the meeting. The background to the purpose of requesting the report was outlined and that there could be repercussions for the exchange of the amended lease with ERT.</p> <p>It was resolved that ERT should be advised of the findings of the report.</p> <p>It was resolved that the Parish Council's insurers should be advised of the report and asked about the implications.</p> <p>Cllr Chandler agreed to study the report in order to raise any questions with the company who wrote the report.</p> <p>It was agreed that the matter would be on the agenda for the next Parish Council meeting.</p>	JD HH JD
Finance Matters		
15/543	<p><u>To further discuss the draft budget for 2016/17</u></p> <p>An amended version of the budget had been circulated, based on discussions at the last meeting. Cllr Wood suggested some further amendments.</p> <ul style="list-style-type: none"> On page 1, the Restricted or Designated account payments figure for Community Plan Projects should be adjusted so that the Community Plan Projects income balanced with the expenditure. On page 4, line 1.03 Deepway Green, the Community Plan Projects figure should be reduced by £200 to reflect the incremental cost of the additional expenditure on electricity due to the floodlighting, rather than the whole cost. This should be balanced by increasing the General cost by £200. The Legal and Professional fees should be split, rather than all being attributed to General Expenditure. The suggested split was £6000 General and £7000 Community Plan Projects. <p>It was agreed to amend the draft budget as outlined above to be discussed further at the next Parish Council meeting.</p>	HH/ JD
15/544	<p><u>Accounts for Approval</u></p> <p>It was resolved to approve payments in the sum of £14827.90.</p> <p>Cllr Wood abstained from the vote and asked for the reason to be recorded. He had not been given the opportunity to review any supporting information associated with the bonus payment to Public Open Space.</p>	HH
15/545	<p><u>To consider payment of the electricity bill for external lighting to the tower of St Martin's Church in the sum of £51.74 and the maintenance bill for the Church clock in the sum of £140</u></p>	

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	<p><u>(VAT not applicable) for financial year 2015/16</u> Resolved. (Payment made under section 2 of the Parish Councils Act 1957)</p>	HH
15/546	<p><u>To consider a Community Small Grant application from the Parochial Church Council of Exminster St Martins</u> The Clerk requested that this item was deferred for the following reasons: Advice had been sought on the legality of the Parish Council granting money to the Church. A response had been received that it was prohibited by section 8(i) of the Local Government Act 1894. In addition, where there was a specific prohibition debarring or restricting spending, local authorities were not able to use Section 137 of the Local Government Act 1972 to circumvent Parliament's intention. However, it appeared that other Town and Parish Councils had given money to Churches in the past and investigations as to how this had been accommodated were underway. It was agreed that the item would be returned to the agenda when further advice and information had been received.</p>	JD
15/547	<p><u>To agree the date of the first EPC meeting in May, necessitated by the May bank holiday falling on the first Monday</u> It was resolved to hold the meeting on Wednesday 4 May 2016. It was noted that this would be the AGM of the Parish Council.</p>	All
15/548	<p><u>Councillors' Reports – for information only</u></p> <ol style="list-style-type: none"> Cllr Goodey reported that he had spoken with a participant of walking football which was taking place on the MUGA. The resident had raised concerns about the appropriateness of the surface for this activity. Cllr Chandler offered to take on Cllr Hussey's role in assisting with the Jubilee Close Lunch Club Street party for the Queen's 90th Birthday. Cllr Madge reported on the cost of fixing the interpretation board for the historical walks onto the Victory Hall. A quotation has been received in the cost of £290.00. Council agreed that this was a specialist task and that the quotation should be accepted. Cllr Maynard reported issues of dog fouling at Milbury Reach. The matter had been raised with the Estate Managers, Chamonix. 	DM /HH
15/549	<p><u>It is proposed that in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act of 1960, the Press and Public will be excluded from item 15/551 (part II) having due regard to the confidential nature of the business to be transacted.</u> Resolved.</p>	
15/550	<p><u>Public Open Session</u> Comments:</p> <ul style="list-style-type: none"> The term "pop and shop" referring to the car parking spaces on Dryfield was never specifically intended for the shops, but to deter motorists from parking all day. 	
<p>The meeting closed at 21:30 Date of next meeting: Monday 4 January 2016 at 19:30 in the Victory Hall</p>		

Signed:....Josie Walledge..... Date:...4 January 2016.....